



*news and information
for employees of the
City of Saint Paul*

February 23, 2001

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City Update

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City receives Award of Excellence for public/private partnership

In January, the City of Saint Paul received a national award given in recognition of private- and public-sector entities coming together to bring about change on a local level.

The award, established in 1998, is sponsored by the U.S. Conference of Mayors Business Council. Each year, only two partnerships receive its Award of Excellence.

The City of Saint Paul, along with and 3M, as a representative of the companies involved in the Capital City Partnership, applied for and received the Award of Excellence for the Capital City Partnership model.

The award is based on how much it can be demonstrated that public/private partnerships improve cities in areas such as transportation, communication, technology, economic development, housing, arts, recreation, and jobs.

Key factors in recognizing Saint Paul included partnerships with the Transportation Management Organization, ilovesaintpaul.com, the High-Tech Council, PEANUTS on Parade, and the Minnesota Wild. Saint Paul's job growth and economic development were additional considerations.

An independent panel of judges appointed by the Conference of Mayors decides on the awards. The panel looks for improved delivery of services, innovation, cost savings, creativity of approach, impact on city economy, benefit to both public and private partners, increased tourism, and economic/business benefits, and measurable results.

The application was put together under Mayor Coleman's direction and included participation from City staff, 3M and staff from the Capital City Partnership.

Eleven-member team reviewing City finance system

Eleven City employees are working on the possibility of finding and implementing a new financial system. In October, 2000, the Finance System Team was formed to review the City's current finance system (FM80) compared to current needs and make a recommendation by the end of 2001 to the Director of Financial Services on whether to

purchase a new system;
enhance and convert the existing system to a new platform; or
keep the existing system.

Finance System Team members:

Bruce Beese, Public Works, Chair

Greg Brees, City Council Offices

Amy Brown, Police

Loree Brown, Public Works

Paul Hogrefe, Technology and Mgmt Services

Lori Lee, Office of Financial Services

Barb Mastel, Public Works

Ruth O'Brien, Saint Paul Regional Water Svcs

Mark Robertson, Human Resources

Dale Stevens, Technology and Mgmt Services

Eric Willems, Office of Financial Services

For several months the Team has been planning how best to make the decisions necessary to make this

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www.ci.stpaul.mn.us

Places to go. Things to do.

ilovesaintpaul.com

FINANCE SYSTEM TEAM, from p 1

project a success. In order to accomplish this we need your assistance and support. Over the course of the next couple of months the team will be conducting a preliminary needs assessment, via questionnaire, and then a full needs assessment with consultant assistance. As part of this process we will be seeking input from as many City users as possible.

The Team has identified several functional work groups which include line-system users, accounting staff, system administration, budget, and managers. To accurately determine our requirements for a finance system we need to have a good cross section of users across all departments and offices.

The Team would like your support in this process by filling out a questionnaire and attending a functional group meeting to assist us in identifying our financial system needs. We will provide you the questionnaire form and the meeting schedule by electronic mail. The time

commitment will be one to two hours to fill out the questionnaire and then approximately two hours for the functional work group meeting. These meetings will occur the end of February and into March. Follow-up with the consultant is estimated to occur in early summer.

The team will keep you updated on its progress through the City Update and through the City intranet web page at theorb.ci.stpaul.mn.us. If you have any questions at all, please do not hesitate to contact any team member.

Deferred Compensation Limit Increases

Effective January 1, 2001, the maximum level of individual contributions into the City's Deferred Compensation Program increased to \$8,500 per calendar year. The formula remains the same (25% of your adjusted gross salary, or \$8,500, whichever is less). The "catch-up limit" remains at \$15,000. If you have questions, please call NBI/Ochs Services at 1-877-457-6466, Option 4, or e-mail Dave Westman at dwestman@nbiochs.com.

Start planning your St. Patty's Day partying now

Saint Paul's 20th annual Irish Celebration features Irish dance, music, vendors, children's crafts, and Food. And don't forget the parade! Come Downtown and be a part of the CD Release Party for "The Ice Palace: Irish Originals from Minnesota," a compilation CD of 16 original Irish songs and tunes by some of Minnesota's finest Irish musicians. "The Ice Palace" will be available Downtown, and at local Irish shops,

Best Buy Stores and elsewhere. Proceeds benefit the Irish Music and Dance Association.

The CD release party opens Friday, March 16th, 4-7 p.m. with Tara Hill, Sweet Colleens and The Tim Malloys. The party continues Saturday, March 17th, 12:30-4:30 PM with The Gales, Willowgreen and Tom Dahill. Join the festivities in a heated tent between the Landmark Center and Lawson Commons!

City job openings as of February 23rd, 2001

Application deadline	Job title	Bi-weekly or hourly salary rate	Exam date
Open	Architect I - BOE	\$1543.14	See Job Ann
Open	Architect II - BOE	\$1736.21	See Job Ann
Open	Clerical Assistant BOE (part-time)	\$9.00 per hr	See Job Ann
Open	Clerk-Typist II (full & part-time)	\$914.25	See Job Ann
Open	Community Liaison Officer	\$1038.98	See Job Ann
02/28/01	Crime Prevention Coordinator	\$1421.00	See Job Ann
02/27/01	Emergency Communications Ctr Police Dispatcher	\$1483.11	See Job Ann
Open	Emergency Communications Ctr Telecommunicator	\$1375.98	See Job Ann
Open	**Food Service Assistant (part-time)	\$9.01 per hr	See Job Ann
Open	Food Service Helper (part-time)	\$8.00 per hr	See Job Ann
Open	Golf Ranger (seasonal/part-time)	\$6.32 per hr	See Job Ann
Open	IS Information/Technical Analyst I	\$1201.32	See Job Ann
Open	IS Information/Technical Analyst II	\$1397.98	See Job Ann
Open	IS Information/Technical Analyst III	\$1550.12	See Job Ann
Open	IS Systems Support Specialist I	\$1085.87	See Job Ann
Open	IS Systems Support Specialist II	\$1148.08	See Job Ann
Open	IS Systems Support Specialist III	\$1397.98	See Job Ann
Open	Library Clerk (part-time)	\$9.49 per hr	See Job Ann
Open	Life Guard (temp summer employment)	\$7.75 per hr	See Job Ann
Open	Recreation Leader (permanent/part-time)	\$8.81 per hr	See Job Ann
Open	Refectory Attendant (seasonal/part-time)	\$9.17 per hr	See Job Ann
02/27/01	Surveyor (prom)	\$1397.98	03/07/01
Open	Water Safety Instruct (temp summer employment)	\$8.25 per hr	See Job Ann

** This is a walk-in-examination. Do not submit a job application before the test.

Note: Call or visit the Office of Human Resources to receive the official job announcement for these positions. Location: 400 City Hall Annex. Phone: 651-266-6500 (TTY/TDD 651-266-6501) or visit the web site: www.ci.stpaul.mn.us/jobopenings. For jobs announced after February 15th, please call our 24-hour job line, 651-266-6502.